



**MARTIN METROPOLITAN PLANNING ORGANIZATION
LOCAL COORDINATING BOARD FOR THE TRANSPORTATION
DISADVANTAGED (LCB-TD) MEETING**

Martin County Board of County Commission Chambers
2401 SE Monterey Road, Stuart, FL 34996

www.martinmpo.com

(772) 221-1498

**PUBLIC WORKSHOP
Monday, August 26, 2024 @ 9:30 AM**

AGENDA

<u>ITEM</u>	<u>ACTION</u>
1. CALL TO ORDER – 9:30 A.M.	
2. ROLL CALL	
3. COMMENTS FROM THE PUBLIC (PLEASE LIMIT YOUR COMMENTS TO THREE MINUTES, COMPLETE CARD TO COMMENT)	
4. AGENDA ITEMS	
A. ANNUAL PUBLIC WORKSHOP (pg. 2)	PUBLIC COMMENTS
B. LCB-TD MEMBER TRAINING (pg. 5)	INFORMATION
5. COMMENTS FROM COMMITTEE MEMBERS	
6. ADJOURN	

The Martin MPO solicits public participation without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the American with Disabilities Act or persons who require language translation services (free of charge) should contact Ricardo Vazquez, Senior Planner (Title VI/Non-discrimination Contact) at (772) 223-7983 or rvazquez@martin.fl.us in advance of the meeting. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.



**MARTIN METROPOLITAN PLANNING ORGANIZATION
LOCAL COORDINATING BOARD (LCB-TD) MEETING
AGENDA ITEM SUMMARY**

MEETING DATE: August 26, 2024	DUE DATE: August 19, 2024	UPWP#: 6
WORDING: ANNUAL PUBLIC WORKSHOP		
REQUESTED BY: Commission for Transportation Disadvantaged (CTD)	PREPARED BY: Lucine Martens / Beth Beltran	DOCUMENT(S) REQUIRING ACTION: None

BACKGROUND

Annually, a Public Workshop is held to allow all interested citizens the opportunity to provide input on transportation disadvantaged transit services for the disabled, elderly, children at risk, low-income and any other citizens of Martin County.

The Local Coordinating Board members are the voice of the transportation disadvantaged in Martin County. The Board exists to identify local transportation service needs, and to give information, advice, and direction to the Community Transportation Coordinator (CTC), who coordinates the Transportation Disadvantaged (TD) service in Martin County, and to the Florida Commission for the Transportation Disadvantaged (CTD) in Tallahassee. Comments from this Public Workshop will be forwarded to the Florida Commission for the Transportation Disadvantaged.

Senior Resource Association (SRA) currently serves as CTC of Martin County.

ISSUES

Chapter 427, F.S. requires that a Public Workshop be conducted annually.

RECOMMENDED ACTION

N/A

FISCAL IMPACT

This Public Workshop is required so that Martin County’s TD coordinated system continues to receive funding from the Florida Commission for the Transportation Disadvantaged.

APPROVAL

MPO

ATTACHMENTS

- a. Notice of Public Workshop
- b. Comment Card

AFFIDAVIT OF PUBLICATION

Anthony O'Neill-Butler
Martin Mpo
3481 SE Willoughby BLVD # 101
Stuart FL 34994-5000

STATE OF WISCONSIN, COUNTY OF BROWN

Before the undersigned authority personally appeared, who on oath says that he or she is the Legal Advertising Representative of the Indian River Press Journal/St Lucie News Tribune/Stuart News, newspapers published in Indian River/St Lucie/Martin Counties, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of Public Notices, was published on the publicly accessible websites of Indian River/St Lucie/Martin Counties, Florida, or in a newspaper by print in the issues of, on:

08/08/2024

Affiant further says that the website or newspaper complies with all legal requirements for publication in chapter 50, Florida Statutes.

Subscribed and sworn to before me, by the legal clerk, who is personally known to me, on 08/08/2024

Keegan Moran

Legal Clerk

Walter Feltz

Notary, State of WI, County of Brown

3-7-27

My commission expires

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NOTICE OF TRANSPORTATION DISADVANTAGED PUBLIC WORKSHOP AND MEETING FOR AUGUST 26, 2024
Notice is hereby given of the following meeting scheduled to be held at the stated dates, times and places shown, by the Martin Metropolitan Planning Organization (MPO). The MPO is located at 3481 SE Willoughby Blvd., Suite 101, Stuart, FL 34994. The Meetings listed below are scheduled for August 26, 2024. The Martin MPO is responsible for planning and programming of Federal, State, and local transportation planning, services, and project funds. All interested persons are invited to attend and be heard. Written comments may be sent to the Martin MPO, 3481 SE Willoughby Blvd., Suite 101, Stuart, FL 34994. Comments may also be submitted through the MPO's website at www.martinmpo.com. Meeting calendars, agendas and other MPO plans, and documents may be obtained from the MPO's website www.martinmpo.com. Items not included on the agenda may also be heard in consideration of the best interests of the public's health, safety, welfare and as necessary to protect every person's right of access. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons with questions or concerns about nondiscrimination, or who require special accommodations under the Americans with Disabilities Act, or language translation services (free of charge) should contact Ricardo Vazquez, Principal Planner (Title VI/Non-discrimination Contact) at (772) 223-7983 or rvazquez@martinfl.us. Hearing impaired individuals are requested to telephone the Florida Relay System at 877. Transportation assistance for disabled persons may be arranged by calling 772-469-2063. An agenda of items to be considered will be available to the public in the MPO's Office, 3481 SE Willoughby Blvd., Suite 101, Stuart, FL 34994. If any person decides to appeal any decision made with respect to any matter considered at the Meeting or hearings of any board, committee, agency, council, or advisory group, that person will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record should include the testimony and evidence upon which the appeal is to be based. Martin Metropolitan Planning Organization Meetings(s): * LOCAL COORDINATING BOARD FOR THE TRANSPORTATION DISADVANTAGED (LCB-TD) PUBLIC WORKSHOP Date: Monday, August 26, 2024, at 9:30 AM Location: Martin County Administrative Center, Commission Chambers, 2401 SE Monterey Road, Stuart, Florida 34996 Topic: Transportation Disadvantaged Service Program Review (LCB-TD) REGULAR MEETING Date: Monday, August 26, 2024, at 10:00 AM or soon thereafter Location: Martin County Administrative Center, Commission Chambers, 2401 SE Monterey Road, Stuart, Florida 34996 Topic: Consideration of Transportation Services for the Transportation Disadvantaged. Español: Si usted desea recibir esta información en español, por favor llame al 772-223-7983 PUBLISH AUG 8, 2024 TCN 10448701

RECEIVED

AUG 13 2024

Martin MPO

KAITLYN FELTY
Notary Public
State of Wisconsin

Transportation Disadvantaged Public Workshop August 26, 2024

Are you a user of the Transportation Disadvantaged (TD) system?

What is important to you regarding the TD system or Transportation in general?

Yes

No

If so, when was your last trip?

Comments?

A) Within 1 week. C) Within 1 year.

B) Within 1 month. D) I have never used the TD system.

Transportation Disadvantaged Public Workshop August 26, 2024

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LOCAL COORDINATING BOARD (LCB-TD) MEETING
AGENDA ITEM SUMMARY**

MEETING DATE: August 26, 2024	DUE DATE: August 19, 2024	UPWP#: 6
WORDING: LCB-TD MEMBER TRAINING		
REQUESTED BY: Commission for Transportation Disadvantaged (CTD)	PREPARED BY: Lucine Martens / Beth Beltran	DOCUMENT(S) REQUIRING ACTION: N/A

BACKGROUND

The Florida Commission for the Transportation Disadvantaged recommends that the Designated Official Planning Agency (DOPA), which is the Martin MPO in Martin County, provide program training for Local Coordinating Board members.

ISSUES

None.

RECOMMENDED ACTION

This is an information item.

ATTACHMENT

LCB-TD Member Training PowerPoint

LOCAL COORDINATING BOARD FOR THE TRANSPORTATION DISADVANTAGED (LCB-TD)

Florida Commission for the



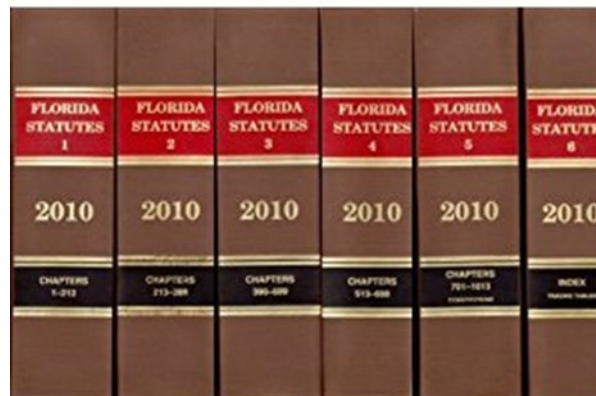
**Transportation
Disadvantaged**

**MEMBERSHIP TRAINING
AUGUST 26, 2024**

TRANSPORTATION DISADVANTAGED

Florida Statute 427.011(1) defines TD as:

“Those persons who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk or at-risk.”



WHO DO WE SERVE?

- Older Adults
- Persons with disabilities
- People with low income
- At-Risk Children

These qualified individuals rely on others to access health care, employment, education, and other activities in their community; and have limited transportation options to participate in these activities.



THEY COULD NEED A RIDE TO...

- Medical Services

- Work

- School

- Grocery Store

- Life Sustaining/Other



TD Program Foundation

In 1979, Legislature created the program to be “fully responsive to the needs” of this population.

Legislature created CTD and TD Trust Fund in 1989.

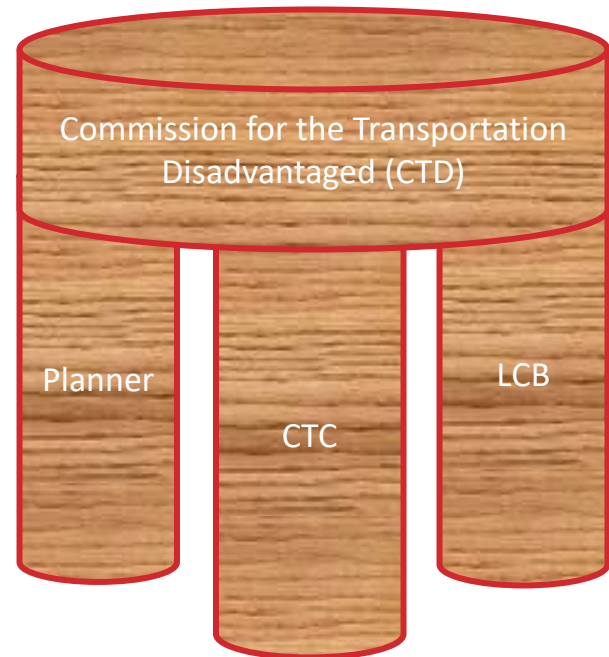
The purpose was to “coordinate” transportation services in each county in Florida.

Implemented by three primary entities at local level:

- Community Transportation Coordinator (CTC) – Oversees the delivery of TD services in designated county or multi-county area.
- Planning Agency (Planner) – Coordinates planning activities for local TD program.
- Local Coordinating Board (LCB) – Represents stakeholders and advises on the delivery of TD services.

CTD also works with state/local partners or “purchasing agencies” to coordinate funding for these services.

The “Three-Legged Stool” of Coordination



What is “Coordinated Transportation”?

“Coordination” is the arrangement of transportation “in a manner that is cost-effective, efficient, and reduces fragmentation and duplication of services” (s. 427.011, F.S.).

For example, an individual may have access to medical transportation through Medicaid but requires another funding source to access employment.

Paratransit (demand-response) trips that are not “sponsored” by any other agency or provided as an extension of the fixed-route system may be purchased under the TD Trust Fund.

If TD riders are physically able to access the fixed-route system, TD funds may be used to purchase bus passes (more cost-effective than paratransit services).



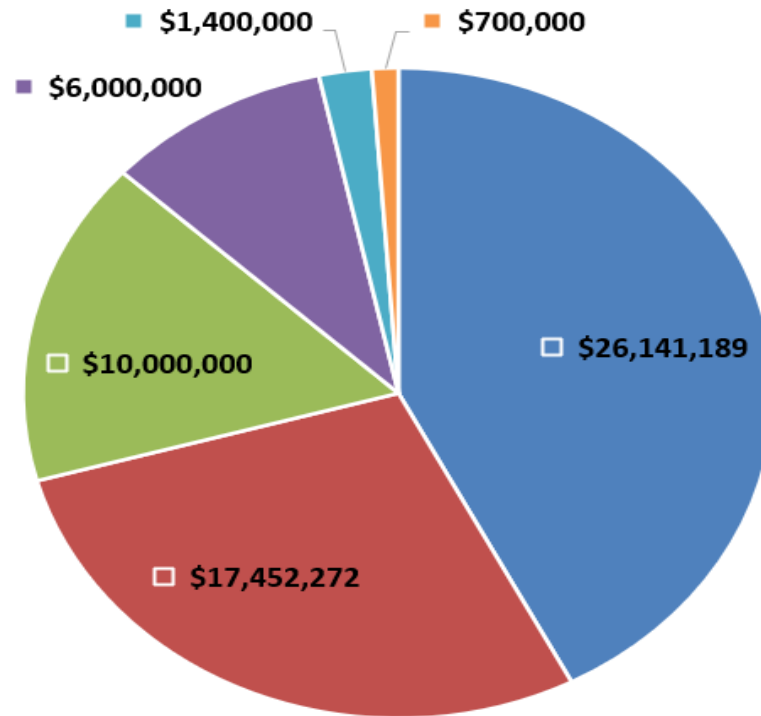
COMMISSION FOR THE TRANSPORTATION DISADVANTAGED (CTD)

- **The CTD is assigned to the Florida Department of Transportation (FDOT)**
 - Per F.S. Chapter 427, and with CS/CS/SB 1380, the (CTD) board membership includes four state agencies, two county managers or administrators, and five representatives from various industry backgrounds.
 - Functions as an independent agency responsible for the coordination of transportation services for the Transportation Disadvantaged.
 - Develops policies and procedures for the TD Program
 - Designates and appoints the Planning Agency
 - Approves the appointments of CTCs
 - Provides funding for TD services



Transportation Disadvantaged Trust Fund Revenues FY23-24

\$61,693,461



- HSMV - Registration, Parking, Donations
- SB 1998 - State Transportation Trust
- FDOT Trust Fund - Capital Equipment
- FDOT Public Block Grant (15%)
- FDOT Trust Fund
- Interest

CTD Grant Programs

Trip & Equipment Grant – Annually allocates funding to 67 counties for CTCs to purchase trips, bus passes, and capital equipment.

- Legislature appropriated \$53 million for State Fiscal Year (FY) 2023-24

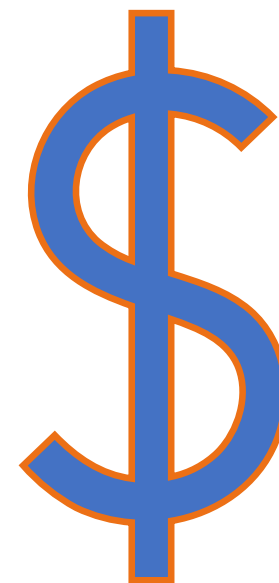
Planning Grant – Annually allocates approximately \$1.8 million to support planning activities for local TD programs.

“Shirley Conroy” Rural Area Capital Assistance Grant – Competitive funding for CTCs to purchase capital equipment for TD services.

- FDOT transfers \$1.4 million each year for CTD to award funding.

Innovative Service Development Grant – Competitive funding for CTCs to test new services that increase access for TD riders, enhance cross-county mobility, or reduce barriers to fixed-route system.

- CTD awarded \$4.9 million for 12 projects for FY 2023-24



DESIGNATED OFFICIAL PLANNING AGENCY (DOPA)

- **Martin Metropolitan Planning Organization (MPO) is the Designated Official Planning Agency for Martin County.**
 - Martin MPO assists the Commission at the local level in accomplishing the coordination of transportation services to the TD population.
 - Martin MPO Tasks include:
 - Staffs and appoints members to the LCB-TD.
 - Performs administrative tasks – Schedules/Advertises Quarterly LCB meetings, transcribes meeting minutes and provides staff support to the TD Program.
 - Facilitates the procurement of the CTC and recommends approval by the CTD.
 - Works with CTC and LCB in developing the TD Service Plan.
 - Reviews the CTC's Annual Operating Report and submits to the LCB each year.



COMMUNITY TRANSPORTATION COORDINATOR (CTC)

- **Community Transportation Coordinator plans, administers, monitors, coordinates, arranges and delivers coordinated Transportation Disadvantaged services originating in their designated service area**
 - Operates centralized call center
 - Determines transportation eligibility
 - Schedules and coordinates trips
 - Develops a Transportation Disadvantaged Service Plan with Local Coordinating Board.



COORDINATED TRANSPORTATION SERVICES IN FY22-23 (AOR)

Ridership – Approximately 11.6 million trips were provided to nearly 193,000 riders within the TD population.

Trips by Purpose – 4 million (35%) of all reported trips supported life-sustaining activities and 2.5 million (22%) trips supported medical activities.

Trips by Service Type – 6.6 million (57%) of all reported trips were delivered by the fixed-route system and the remaining 5 million (43%) were paratransit trips.

- 203,814 of reported trips were delivered by Taxicab or Transportation Network Companies (TNCs), such as Uber and Lyft.

LCB MEMBERSHIP

The Chair of the LCB must be a local elected official. Vice Chair is elected by the LCB members.

According to the LCB By-Laws, LCB members represent the following agencies or groups:

- Florida Department of Transportation
- Florida Department of Children and Family Services
- Public Education Community
- Florida Division of Vocational Rehabilitation or Division of Blind Services.
- Veterans Service Office
- Florida Association for Community Action (economically disadvantaged)
- Person over 60
- Person with a disability
- Two citizen advocates (One must be a user of the system)
- Representative for children at-risk
- Florida Department of Elderly Affairs
- For profit transportation industry
- Regional Workforce Development board
- Local Medical Community
- Agency for People with Disabilities



PURPOSE AND DUTIES OF THE LCB-TD

Purpose

- Identify local service needs
- Provide information, advice and direction to the CTC on the coordination of services

Duties

- Hold one annual public workshop
- Annually evaluate the CTC's performance
- Annually review and approve the Transportation Disadvantaged Service Plan (TDSP), LCB By-Laws, Complaint and Grievance Procedures, Trip-Rate model, Annual Operating Report, and the CTC Trip & Equipment Grant
- Review and approve of the CTC's Quarterly Progress Reports
- Participate in a minimum of four quarterly meetings
- Works with the CTC to establish trip priorities



got purpose?

SUNSHINE AMENDMENT, PUBLIC RECORDS AND ETHICS LAW

- **Florida's Government in the Sunshine Law, commonly referred to as the Sunshine Law (s. 286.011, F.S.), provides a right of access to governmental proceedings of public boards or commissions at both the state and local levels.**
- **The law is equally applicable to elected and appointed boards; and applies to any gathering of two or more members of the same board to discuss some matter which will foreseeably come before that board for action.**
- **There are 3 basic requirements of the Sunshine Law:**
 - **meetings of public boards or commissions must be open to the public;**
 - **reasonable notice of such meetings must be given; and**
 - **minutes of the meetings must be taken and promptly recorded.**

SUNSHINE AMENDMENT, PUBLIC RECORDS AND ETHICS LAW

- **The Sunshine Law was designed to protect the public from closed-door decision making.**
- **Board members are not allowed to discuss business related items with each other outside of a regularly scheduled meeting.**
- **It applies to communications between two or more individuals on the same board or committee relating to matters that may foreseeably come before them for a vote.**
- **These communications include face-to-face communications, faxes, email, social media, texts messages, hand-written messages, etc...**

SUNSHINE AMENDMENT, PUBLIC RECORDS AND ETHICS LAW

- **The LCB is also responsible for obeying the Public Records Law.**
- **It covers any document that relates to the business of the LCB, whether it be an email, social media, text message, word processing documents, letter or anything that can be portrayed as a document that can be provided and read in the course of business.**
- **Any and all documents that are shared between the LCB and MPO Staff can be made available upon a public records request.**



SUNSHINE AMENDMENT, PUBLIC RECORDS AND ETHICS LAW

Regarding Code of Ethics, there are two main items:

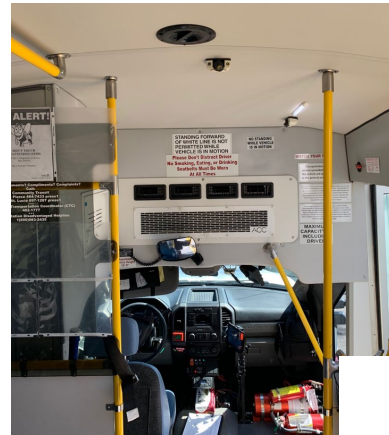
- You are prohibited from soliciting or accepting anything of value, such as a gift, reward, promise of future employment, favor, or service.**
- You are required to vote on all matters that come before the Board so long as you are present and have no voting conflicts with the item being voted on.**
 - You are prohibited from voting in an official capacity on any item which you are aware of would inure to your own special private gain or loss. (Voting conflict)**

CTC EVALUATION

“With their upbeat attitude the kind MCC drivers are a very welcoming interaction to someone who lives alone.”

- Collection/evaluation of TD rider surveys
- Collection of contractor surveys
- On-site observation of the system
- Vehicle inspections
- Driver Information
- Drug and Alcohol Policy
- And more...

“It is a big deal; I don’t drive so this transportation service helps me get to my job.”



COMPLAINT & GRIEVANCE PROCEDURES

LCB develops the Complaint and Grievance Procedures and reviews/updates it annually

- Complaint – Customer complaining about service.
 - Examples – Late trips, driver behavior, unclean vehicles
- Grievance – Unresolved complaint
- Rider Grievances must be in writing
- LCB must make known to whom & where grievances are to be sent

Complaint and Grievance Procedures can be found online at:
martinmpo.com/funding-programs/transportation-disadvantaged-program/



TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP)

The Transportation Disadvantaged Service Plan (TDSP) serves as a comprehensive operational plan, defining the framework that governs Transportation Disadvantaged services in Martin County, Florida.



CTD ELIGIBILITY CRITERIA GUIDELINES

Adopted May 22, 1997

At a minimum:

- No other funding available
- No other means of transportation is available
- Cannot utilize public transit
- Physical or mental disability
- Age (As specified by the CTC and the LCB)
- Income status is a specified percent of the poverty level
- No self-declarations allowed
- Ability to pay



MCC
MARTIN COMMUNITY COACH

UNLIMITED
Door-to-Door Rides
For Eligible Riders

Only \$1 Per Ride
Throughout Martin County

Rides Are Provided
Monday-Friday 6:00 AM-7:00 PM
Saturday 8:00 AM-5:00 PM

To Qualify to Ride:
Call: 772.469.2063
Visit: www.MartinCommunityCoach.com
Email: martincc@sramail.org

Operated By

Senior Resource
ASSOCIATION
Promoting Independence in our Community

ELIGIBILITY IS BASED ON AGE, DISABILITY OR INCOME

LCB ELIGIBILITY CRITERIA

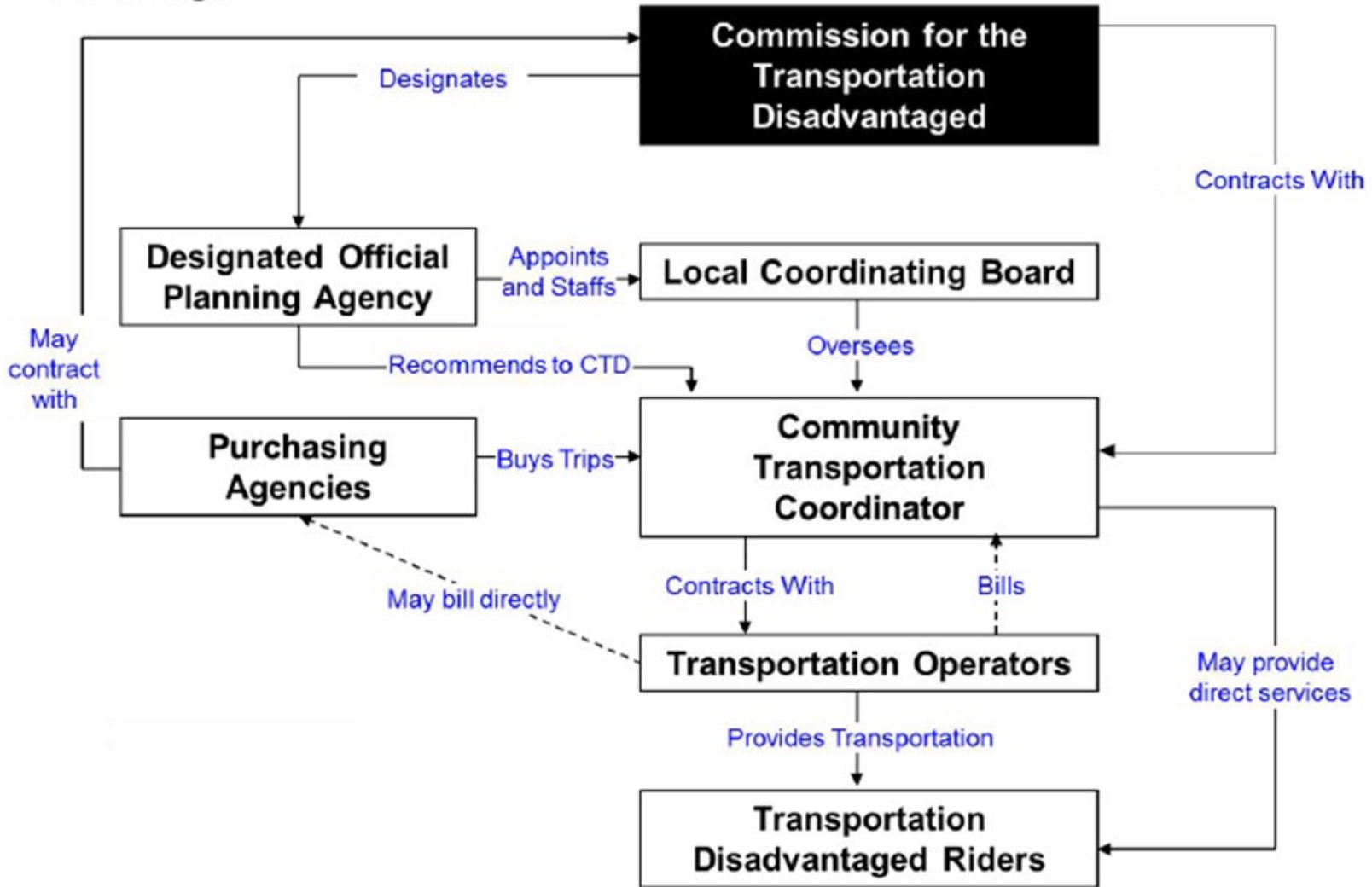
At a minimum, an applicant must meet one of the following criteria:

- Member must be 65 or older
- Member must be at or below 100% of the Federal Poverty Level Scale
- Member must have a physician document the disability (and assistive devices required when transporting the member)
- A child with a documented disability or “at risk”





Coordinated Transportation System Organization



CHECK THE BOX

It Takes So Little To Help So Much!

You can easily help provide transportation for children at risk, seniors, disabled and low-income residents in YOUR community!

"I rely on this service to transport me to and from work on a daily basis. I wouldn't be employed without it."
—Jason G.
Volusia Beach County, FL

"I have been in a nursing home for three years and this is my only means of transportation."
—Heather J.
Baker County, FL

"Going to the doctor's office, grocery shopping, church and other activities makes my quality of life worth living."
—Dorothy V.
Palm Beach County, FL

"It is critical that I have this transportation assistance to my dialysis three times a week."
—Leroy M.
Nassau County, FL

"We don't drive. We would not be able to get anywhere."
—Loretta B.
Flagler County, FL

 **CHECK THE BOX** and donate \$1 or MORE to the Transportation Disadvantaged Voluntary Trust Fund when you register or renew the tag on your car, truck or boat.

100% of All Donations Go To Assist People In YOUR Community.

For additional information please contact:
Florida Commission for the Transportation Disadvantaged
605 Silverwood Street, MS-49
Tallahassee, Florida 32399-0450
1-800-983-2435
www.dot.state.fl.us/cdd

HOW YOU CAN SERVE OUR CUSTOMERS

Be a voice for riders and your community on the LCB.

Donate a dollar or more to the TD Trust Fund when renewing your auto tags.

Inform elected officials and other local leaders about the importance of the TD program.

Work with CTC and other partners to identify areas of need in the community.

CTD CONTACT

John Irvine

Project Manager Area 6

605 Suwannee Street, MS 49

Tallahassee, FL 32399

(850) 410-5712

john.irvine@dot.fl.us

MPO CONTACT

Lucine Martens

Planner

3481 SE Willoughby Boulevard,

Suite 101, Stuart, FL 34994

(772) 288-5412

lmartens@martin.fl.us

CTC CONTACT

Senior Resource Association

Community Transportation Coordinator

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Vero Beach, FL 32960

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kdeigl@sramail.org, cstephenson@sramail.org